

## Minutes of Council Meeting 8-18-2020

Chilton, Wisconsin  
August 18, 2020

The regular meeting of the Chilton Common Council held at the Chilton Public Library was called to order at 6:30 p.m. with Mayor Thomas J. Reinl presiding.

**AGENDA POSTING:**

On 8/14/2020, copies of the agenda were delivered to the Mayor, Aldermen, City Department Heads, City Attorney and were made available to the media, and posted on the City Hall bulletin board and posted on the City web page.

**ROLL CALL:**

Mayor Thomas J. Reinl and eight members of the Council were present at roll call:

Council Member Mike Goebel	Council Member Ron Gruett
Council Member Clayton Thornber	Council Member Andrew Deehr
Council Member Kathy Schmitzer	Council Member Peggy Loose
Council Member Jon Kragh	Council Member Joe Schoenborn

Other city officials present were Administrator David DeTroye, Director of Public Works Chris Marx, City Attorney Derek McDermott and Deputy City Clerk Lisa Meyer. Also in attendance, Betty Schilling, Chilton Journal and Rick Jaeckels.

Dave Kohls, Tri-County News, Police Chief Craig Plehn, Jim Brey, Lisa Martin, Jesse Cullen and an unidentified caller joined the meeting remotely.

Those in attendance recited the Pledge of Allegiance.

Motion by Thornber, seconded by Schoenborn and carried to approve the minutes of the council meeting held on August 4, 2020.

**REPORT OF OFFICERS:****MAYOR:**

- The computers are running well. Heartland Business Systems has completed the email migration.
- The budget process has started. The mayor is asking department heads to calculate a 15% increase in health insurance and a 2% wage increase for budgetary purposes.
- Henry Veleker's last day as Interim Administrator was August 10, 2020.
- The groundbreaking for M-B Company is scheduled for Friday, August 21, 2020.

Council member Thornber questioned if the City Hall will be open to the public anytime soon. Mayor Reinl mentioned the risk of the city employees contracting COVID-19 and the possibility that City Hall would need to be shut down completely if that happens.

Through the Routes to Recovery Grant Program, the City has been allocated \$63,762.00 to be used for non-budgeted items to fund COVID-19 related expenses. DPW Marx

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received quotes for a utility task vehicle with a sanitation spray system for use in the park shelters, on playground equipment and in the bathrooms due to COVID-19.

Moved by Deehr, seconded by Goebel to approve the purchase of a John Deere 6x4 Gator from Riesterer and Schnell for \$9700.00 along with a 110 gallon skid mounted sprayer from Horst Distributing for \$1998.00 with funds paid by the Routes to Recovery Program. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

#### **CITY ADMINISTRATOR:**

Detroye stated he doesn't have a formal report for the Council; however, there has been a whirlwind of activity in the City. From the development in TID #6 and #8 along with the Chilton Plating site, budget preparations and union negotiations are some of the projects he will be working on.

#### **APPROVE OPERATOR LICENSES:**

Moved by Gruett, seconded by Kragh to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from August 18, 2020 to June 30, 2022 for Michael Schmitz, Hallie Stermer and Gary Higgins. Deputy Meyer noted the applicants have been approved by the Chilton Police Department. Motion carried.

#### **DIRECTOR OF PUBLIC WORKS:**

- The water department has completed valve maintenance in the streets.
- The Wastewater Treatment Plant is investigating phosphorus removal options.
- The three-year inspection for the compost license has been completed.
- The sidewalks and driveway aprons on the west side of North State Street will be completed soon.
- The contractors will be working on the asphalt paving from Grand to West Breed Streets.

#### **MOVED TO NEW BUSINESS:**

Mayor Reinl informed the Council that two Redevelopment Authority (RDA) members' terms will expire 8/31/2020. Steve Mueller was one of the original members of the RDA and would like to step down. Moved by Schmitzer, seconded by Goebel to approve the mayoral re-appointment of Gary Mathes and appointment of Grant Mortimer to the Redevelopment Authority for a 5-year term. Motion carried. (9/1/2020-8/31/2025)

Mayor Reinl opened the Public Hearing at 6:45 P.M. to solicit comments regarding the request to rezone property at 12 Lehner Street (Tax ID No. 17401) from R-2 (One and Two Family Residential) to C-1 (General Business).

Deputy Meyer read the notice and stated the notice was published as a Class II notice on July 23 and 30, 2020 in the Tri-County Newspaper as required by law.

Mayor Reinl described the owner's intent to change the zoning at 12 Lehner Street to remove the home to make additional parking and drive through space for his auto repair

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business.

Mayor Reinl inquired if anyone was present to speak in favor of the rezone.

Mayor Reinl inquired if anyone was present to speak against the rezone.

Mayor Reinl inquired a second time if anyone was present to speak either in favor or not in favor of the rezone.

Mayor Reinl inquired a third time if anyone was present to speak either in favor or not in favor of the rezone.

Hearing no comments Reinl closed the public hearing at 6:46 PM.

Moved by Schmitzer, seconded by Goebel to introduce, adopt and waive the reading of Ordinance No. 1169, an Ordinance to Rezone Tax ID No. 17401 from R-2 (One and Two Family Residential) to C-1 (General Business). Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

Martin, Cullen, Brey and the unidentified caller left the meeting at 6:48 pm

**AUDIENCE PARTICIPATION:** No comments were received.

**REPORT OF COMMITTEES:**

Andrew Deehr reported on the minutes of the Public Safety Meeting that was held on August 5, 2020.

Police Chief Plehn would like to hire Carter Schallmo as a part time patrol officer for the department. Mr. Schallmo is currently a part time officer for the City of New Holstein. Moved by Goebel, seconded by Loose and carried to approve the hiring of Carter Schallmo as a Part-time Patrol Officer contingent upon passing pre-employment testing.

Fire Chief Schoenborn indicated that the State of Wisconsin Fire Departments are held to standards for inspections. This program is where municipalities receive 2% of fire dues. This 2% money is donated from the insurance companies and given to the fire departments. Fire departments can use this money for the purchase of equipment, personal safety gear, training, education, software upgrades, pension funds or be held in a reserve account for a number of years until needed. State of Wisconsin matches up to \$343.70 per fire fighter which could be added to the Length of Service Awards Program through the State of Wisconsin. This would be a great recruitment and retention tool to obtain and maintain personnel on the department. Schoenborn is recommending that the 2% go from the Future Fire Truck Account to the Capital or Operating Budget. Mayor Reinl explained the State Shared Fire Insurance Tax document and stated that it would be beneficial to do this and a positive for the Fire Department.

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Motion by Gruett, seconded by Thornber to approve the transfer of the 2% Fire Dues revenue received each year to the Fire Department. The Fire Department shall use the funds in the following year's budget to offset expenses for training or fire protection equipment. Motion carried.

Alderman Gruett reported on the minutes of the Public Works meeting from August 10, 2020.

DPW Marx said Fehr Graham has made City of Chilton safety coordinator Tim Keuler aware that the City of Chilton is non-compliant with some safety supplies such as gas/diesel cans, cabinets for gas/diesel cans and aerosols and funnels. In order to become compliant these supplies must be purchased and made available at the street and utility garages.

Three proposals were received; however some companies were unable to get some of the supplies requested. Farrell Equipment, Tifco Industries and Honold & LaPage, Inc.

Motion by Thornber, seconded by Schoenborn to purchase the safety supplies from Tifco Industries in the amount of \$3,617.43. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

The City recently had a four-inch rain event and the property owner at 312 N. State Street called and said there was water coming into the basement through the hole that was cut by the contractor and the City needed to do something about it. DPW Marx said he further questioned the property owner about what occurred. After waiting a day DPW Marx sent Wastewater Leadman Tim Keuler to the property to take some photographs which showed the water had subsided.

DPW Marx said the City had a personal meeting with every property owner affected by the State Street project prior to any work being done. Public informational meetings were also held. Every property owner was given the option to install a sump pump pit for an additional cost. This property owner chose not to install a sump pump pit because they had a sump pump in another part of the basement.

DPW Marx recommended that any wet basements be the sole responsibility of the property owner because the City gave enough warnings to property owners in advance.

Motion by Schmitzer, seconded by Thornber to take no action on repaired sewer laterals on North State Street. The responsibility of wet basements will remain with the property owner. Motion carried.

The wastewater treatment plant consists of three main buildings. The buildings include the office building which contains the main control center and buildings one and two. The buildings are all connected by a fiber optic cable which was installed in 1999 during

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the last plant rebuild by Van Ert Electric Company Inc. All activities and data of the equipment at the wastewater treatment plant passes through in real time from one end to the other. Part of the issue is that wastewater treatment plants are built in the lowest parts of town and the fiber optic cables are in manholes under the driveway and are wet most of the time. There were three fiber optic cables initially installed and just recently the second one failed, so we are on the third fiber optic cable with no spare available if that fiber optic cable fails. A spare cable needs to be installed before a failure occurs. The entire system will be reevaluated at the time of the next wastewater treatment plant reconstruction.

Two quotes were received for fiber optic cable replacement, testing and labeling:

Van Ert Electric Company Inc. \$4,220.00

Pieper Electric Inc. \$5,975.00 + additional \$95.00/hour for cable testing and repair.

Motion by Gruett, seconded by Kragh to accept the quote from Van Ert Electric Company Inc. in the amount of \$4,220.00 for the installation, testing and labeling of fiber optic cable at the wastewater treatment plant. Roll call vote.

Gruett – aye

Kragh – aye

Loose – aye

Thornber – aye

Schmitzer – aye

Goebel – aye

Deehr – aye

Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

Council Member Schmitzer reported on the minutes of the Redevelopment Authority Meeting held on August 12, 2020.

The committee discussed the future vision for the former Chilton Plating Company site at 420 E Main Street.

The City has been awarded a Community Development Block Grant (CDBG) CLOSE Grant in the amount of approximately \$180,000 for further environmental rehabilitation and site improvements on the former Chilton Plating site (420 E Main Street). These funds are federal grant dollars that are administered by the State of Wisconsin. Because the spending and reporting requirements are tedious and the current staff is not well-versed in managing these grants, it is important to hire a firm that has background working with federal grants.

Motion by Schmitzer, seconded by Goebel to accept the proposal from Waldron Education Consulting LLC for grant administration services related to the CDBG CLOSE grant. The cost will not exceed \$2,000.00 and will be paid with funds from the RDA account. Roll call vote.

Gruett – aye

Kragh – aye

Loose – aye

Thornber – aye

Schmitzer – aye

Goebel – aye

Deehr – aye

Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

#### UNFINISHED BUSINESS:

City Administrator David DeTroye began employment with the City on August 10, 2020 and Ordinance No. 1172 outlines the terms from the Employment Agreement that was

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approved by the Council at the last meeting.

Moved by Thornber, seconded by Loose to introduce, adopt and waive the reading of Ordinance No. 1172, an Ordinance Establishing Salary and Benefits for the City Administrator/Clerk/Treasurer for the City of Chilton. Roll Call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

# **MOVED BACK TO NEW BUSINESS:**

Since the council approved of hiring Mr. DeTroye as the city Administrator, he needs to be added as an authorized signer at State Bank of Chilton and National Exchange Bank and Trust.

Moved by Schmitzer, seconded by Thornber to introduce, adopt and waive the reading of Resolution No. 1828, a resolution designating depository and authorizing withdrawal of City moneys from National Exchange Bank. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

Moved by Kragh, seconded by Schoenborn to introduce, adopt and waive the reading of Resolution No. 1829, a resolution designating depository and authorizing withdrawal of City moneys from State Bank of Chilton. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

The Fire Department would like to apply for a \$3000 grant from Compeer Financial and \$2500 from Chilton United Fund to purchase two computer tablets be used in Truck #101 and the other at the Fire Station to streamline records management for fire calls and safety inspections.

Motion by Loose, seconded by Deehr to introduce, adopt and waive the reading of Resolution No. 1830, a resolution authorizing the Fire Department to apply for a Compeer Financial Emergency Response Equipment Grant. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

Motion by Schmitzer, seconded by Loose to introduce, adopt and waive the reading of Resolution No. 1831, a resolution authorizing the Fire Department to apply for a Chilton United Fund Grant. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

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Deputy Clerk Meyer would like to apply for up to \$1200.00 in federal elections security money which is available for municipalities under the Help America Vote Act through the Wisconsin Elections Commission. The funds will be used to offset the purchase a new computer, IT support and election training.

Motion by Deehr, seconded by Goebel to introduce, adopt and waive the reading of Resolution No. 1832, a Resolution regarding Election Security Subgrant Program. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Eight votes aye. Motion carried.

**COMMUNICATION:**

The council members reviewed the August 10, 2020 Library Board minutes.

**APPROVE PAYMENT OF BILLS:**

Moved by Thornber, seconded by Deehr to pay the bills. Check No. 85624-85682 and Voucher # 5043-5062 or accounts payable and payrolls totaling \$145,029.90. Roll call vote.

Gruett – aye	Kragh – aye	Loose – aye	Thornber – aye
Schmitzer – abstain	Goebel – aye	Deehr – aye	Schoenborn - aye

Eight votes cast. Seven votes aye. (Schmitzer-abstain) Motion carried.

**ADJOURNMENT:**

Moved by Schmitzer, seconded by Loose to adjourn at 7:08 p.m. on August 18, 2020. Motion carried.

Lisa Meyer, WCMC  
Deputy City Clerk